

CITY OF SULPHUR SPRINGS  
DOWNTOWN REVITALIZATION BOARD  
MEETING MINUTES  
MARCH 26, 2019  
5:30 PM

Present: Chairperson Phyllis Roundtree, Vice-Chairman Zane Darling, Board Member Mike Elliott, Board Member Helena Martinez, Board Member Robin Boshears

Staff: Tory Niewiadomski, Community Development Director, Jennifer Graham, Community Dev. Admin. Asst.

Other: Lezly Brown

**CALL MEETING TO ORDER:**

Vice Chairman Zane Darling called the meeting of the Downtown Revitalization Board to order at 5:30 P.M.

**DISCUSSION/ACTION ON DOWNTOWN REVITALIZATION BOARD MEETING MINUTES OF FEBRUARY 12, 2019:**

Consider for approval the Downtown Revitalization Board meeting minutes of February 12, 2019. Board Member Helena Martinez moved to approve the meeting minutes as presented. Board Member Mike Elliott seconded. Motion carried, all voting aye.

**DISCUSSION/ACTION ON A DESIGN COMPLIANCE APPLICATION FOR 113A GILMER**

The applicant is requesting to replace three stationary windows facing the square (Gilmer) with dark bronze aluminum frame roll up windows to allow for open air into the restaurant. The proposed windows would match the character and materials of the exterior elements of the building. Board Member Mike Elliott moved to approve the request as recommended by staff. Board Member Robin Boshears seconded. Motion carried, all voting aye.

**DISCUSSION/ACTION ON A SIGN DESIGN APPLICATION FOR 226 GILMER ST.**

The business is seeking approval of a 40 square foot sign on the front of the building facing Gilmer (west elevation), a 24 square foot sign on the north face of the building, and an 8 square foot sign on the south face of the building. Upon reviewing the ordinance requirements and downtown guidelines, the applicant is permitted the following:

- 1 square foot of sign area for every 1 foot of wall width along the street frontage (west elevation).
  - It appears that the building frontage is approximately 32 foot wide.
    - This would permit 32 square feet of sign area.

- Applicant proposal is 40 square feet = 25% or 8 square foot variance.
- 33% of the sign allowance for street frontage or 30 square feet, whichever is less (north elevation).
  - It appears that the building length is approximately 60 feet in length.
    - 20 square feet of sign area would be allowed.

Applicant proposal is 24 square feet = 20% or 4 square foot variance.

Chairperson Phyllis Roundtree moved to deny the west side facing sign until it is brought into compliance with the Sign Ordinance, the north and south facing signs were approved as is. Board Member Robin Boshears seconded. Motion carried, all voting aye.

### **DISCUSSION/ACTION ON A DESIGN COMPLIANCE APPLICATION FOR 110 MAIN ST**

The Chamber of Commerce recently acquired a space and has requested to update the building façade and signage. The building was constructed in the 1970's and was constructed of brick with mirrored glass facing Main Street. They plan to replace the windows and install decorative columns, trim, and a new door per the application materials. They will also demo the existing metal awning and put in a new canopy awning similar to other projects approved by the Downtown Review Board.

The proposed signage includes a window sign and blade sign. The window signage shall be limited to 30% of the total window area. A hanging canopy sign will be limited to 8 square feet in size and have a minimum 7 feet of clearance between the sidewalk and bottom of the sign.

Chairperson Phyllis Roundtree moved to approve the request recommended by staff. Board Member Helena Martinez seconded. Motion carried, all voting aye.

### **ANY OTHER BUSINESS**

None

### **ADJOURN**

With no other business before the Board, the meeting was adjourned at 5:46 P.M.